



Internet and Electronic Information Access Policy

Nehemiah Christian Academy's Internet and Electronic Information Policy applies to all users of the Academy's computers or networks. Use of the Internet or electronic resources at Nehemiah Christian Academy automatically constitutes acceptance of the Policy and Guidelines.

All Internet resources accessible to users at the Academy are provided with the understanding that it is the individual user's responsibility to demonstrate judgment, respect for others, and appropriate conduct while using the Academy's resources and facilities. Nehemiah Christian Academy employees are authorized to take prompt and appropriate actions to enforce the rules of conduct, and/or prohibit use by individuals who fail to comply with the Internet policy as stated or implied herein.

Parents and/or guardians must give written permission for their children to use the Internet. The Academy does not have the right or responsibility to act in *loco parentis*. Parents concerned about their children's use of electronic information resources should provide guidance. Parents are encouraged to read and share with their children "My Rule of Online Safety." This is included in an excellent publication from the **National Center for Missing and Exploited Children**, entitled: "**Child Safety on the Information Superhighway.**"

The Internet is a massive and complex global network of databases and information. Nehemiah Christian Academy does use filtering software on all public computers in agreement with CIPA regulations. Even so, no filtering software can control access to all materials that an individual may deem inappropriate. The Academy does not guarantee total effectiveness of the technological protection measures of such filtering software. Furthermore, filtering software often blocks access to sites that have legitimate research value.

Disclaimer

Nehemiah Christian Academy only assumes responsibility for the information provided on its home page and supporting pages. While the Internet offers access to many valuable sources of information, not all sources provide accurate, complete and current information. Because of the size of the Internet, the Academy's staff cannot apply the same selection criteria which are used for other school and library materials. Users should evaluate

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In consideration for the privilege of using the Academy and for having access to the information contained in it, you hereby release and hold harmless the Nehemiah Christian Academy, its officers, agents, servants or employees, Nehemiah Christian Academy, its staff, volunteers, representatives or advisors, from any and all liability or responsibility for any and all claims of expenses arising either directly or indirectly from the use of its computer and/or internet services, whether or not caused, in whole or in part, by alleged negligence of Nehemiah Christian Academy, its officers, agents, servants, employees, volunteers, representatives or advisors.

Illegal acts involving the Library's Internet and electronic resources may also be subject to prosecution by local, state, or federal authorities.



Internet and Electronic Information Access Policy

Nehemiah Christian Academy information technology resources, including email and Internet access, are provided for educational purposes. Adherence to the following policy is necessary for continued access to the school's technological resources:

Students must:

1. Respect and protect the privacy of others.
 - Use only assigned accounts.
 - Not view, use, or copy passwords, data, or networks to which they are not authorized.
 - Not distribute private information about others or themselves.
2. Respect and protect the integrity, availability, and security of all electronic resources.
 - Observe all network security practices, as posted.
 - Report security risks or violations to a teacher or network administrator.
 - Not destroy or damage data, networks, or other resources that do not belong to them, without clear permission of the owner.
 - Conserve, protect, and share these resources with other students and Internet users.
3. Respect and protect the intellectual property of others.
 - Not infringe copyrights (no making illegal copies of music, games, or movies!).
 - Not plagiarize.
4. Respect and practice the principles of community.
 - Communicate only in ways that are kind and respectful.
 - Report threatening or discomfoting materials to a teacher.
 - Not intentionally access, transmit, copy, or create material that violates the school's code of conduct (such as messages that are pornographic, threatening, rude, discriminatory, or meant to harass).
 - Not intentionally access, transmit, copy, or create material that is illegal (such as obscenity, stolen materials, or illegal copies of copyrighted works).
 - Not use the resources to further other acts that are criminal or violate the school's code of conduct.
 - Not send spam, chain letters, or other mass unsolicited mailings.
 - Not buy, sell, advertise, or otherwise conduct business, unless approved as a school project.

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Students may, if in accord with the policy above:

1. Design and post web pages and other material from school resources.
2. Use direct communications such as IRC, online chat, or instant messaging with a teacher's permission.
3. Install or download software, if also in conformity with laws and licenses, and under the supervision of a teacher.
4. Use the resources for any educational purpose.
5. Users may save information to a removable media (i.e. floppy disk, CD, etc.). However, the user is cautioned regarding computer viruses.
6. Users may access, edit, print or attach personal documents from removable media (i.e. floppy disk, CD, etc.)

Users will respect the privacy of other users, and will refrain from attempting to view or read material being used by others. Users are prohibited from the unauthorized disclosure, use, or dissemination of personal information of others. Users are warned that other individuals may obtain unauthorized access to personal information and/or may misrepresent themselves.

Violation of the rules of Nehemiah Christian Academy Internet and Electronic Information Access Policy may result in loss of access to the Academy's computers. Unlawful acts will be dealt with in an appropriate manner.

Consequences for Violation. Violations of these rules may result in disciplinary action, including the loss of a student's privileges to use the school's information technology resources.

Supervision and Monitoring. Academy and network administrators and their authorized employees monitor the use of information technology resources to help ensure that users are secure and in conformity with this policy. Administrators reserve the right to examine, use, and disclose any data found on the school's information networks in order to further the health, safety, discipline, or

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security of any student or other person, or to protect property. They may also use this information in disciplinary actions, and will furnish evidence of crime to law enforcement.

Computer User Guidelines

Nehemiah Christian Academy students who access the electronic resources provided by the Academy are responsible for using them in an ethical, legal, and considerate manner.

Examples of prohibited usage include, but are not limited to:

- Circumventing filtering or blocking software, or other security measures, to access.
- Violating the integrity of the computer system or network by tampering with security, passwords, or structure of the system. This includes damaging and/or destroying computer hardware, software or data.
- Connecting a personal computer or other device (e.g. PDA, MP# Player, etc.) to a Library computer or computer network.
- Using Internet computers for illegal activity or to access illegal materials. Illegal materials include, but are not limited to, obscenity and child pornography as defined in U.S. Code Title 18 and State Penal Code chapters 42 and 43, Sale Distribution, or Display of Harmful Material to Minor. Access by minors to materials deemed "harmful to minors" is prohibited. The Academy administration reserves the right to determine based on community standards, materials considered to be "harmful to minors."
- Violating copyright laws and licensing agreements. U.S. Copyright Law (Title 17, U.S. Code) prohibits the unauthorized reproduction or distribution of copyrighted materials, except as permitted by the principles of "fair use." Users may not copy or distribute electronic materials (including electronic mail, text, images, programs or data) without the explicit permission of the copyright holder. Any responsibility for any consequences of copyright infringement lies with the user; Nehemiah Christian Academy expressly

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disclaims any liability or responsibility resulting from such use.

Suspension of Computer Privileges

Nehemiah Christian Academy reserves the right to suspend a user's computer use privileges for any violation of the Internet and Electronic Information Access Policy. When the Academy's staff observes that a user has failed to comply with the Internet and Electronic Information Access Policy, they are authorized to terminate that user's computer session.

First inappropriate behavior incident will result in termination of the session and formal warning. Note is placed in the student's school record.

Second inappropriate behavior incident will result in termination of the session and prohibition of access to the Academy's computers for two weeks. This incident will be noted in student's school record.

Third inappropriate behavior incident will result in termination of the session and prohibition of access to the Academy's computers until the Academy's Administration has met with the student and the parent. The meeting will determine whether access to the Internet will be reinstated or permanently denied. Any appeal for reinstatement of privileges must be made through the Academy's Director, with whom the final decision will rest.

Policy Subject to Revision

Nehemiah Christian Academy reserves the right to change this policy. Any user who accepts this policy also accepts any future modifications to this policy that might occur. All modifications will be subject to approval by the administrators and staff members.

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PARENTS, PLEASE DISCUSS THESE RULES WITH YOUR STUDENT TO ENSURE HE OR SHE UNDERSTANDS THEM.

THESE RULES ALSO PROVIDE A GOOD FRAMEWORK FOR YOUR STUDENT'S USE OF COMPUTERS AT HOME, AT LIBRARIES, OR ANYWHERE.

I ACKNOWLEDGE AND UNDERSTAND MY OBLIGATIONS:

_____	_____
Student	Date
_____	_____
Parent/Guardian	Date